



DEFENSE LOGISTICS AGENCY
DEFENSE CONTRACT MANAGEMENT COMMAND
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FT. BELVOIR, VIRGINIA 22060-6221



IN REPLY
REFER TO

AQOD

DEC 19 1997

**MEMORANDUM FOR COMMANDERS, DEFENSE CONTRACT MANAGEMENT
DISTRICTS**

**SUBJECT: DCMC Memorandum No. 98-22, Purpose of ACO Contract
Modifications (TASKING)**

This is a TASKING Memorandum. Its purpose is to obtain information in support of DCMC's participation in DoD's Paperless Contracting initiative. It expires upon submission to DCMC Headquarters of the requested information by the selected Contract Administration Offices (see the list of offices in the attachment) and Districts. Target Audience: Commanders of DCMC Districts and the Contract Administration Offices listed in the attachment. I need to understand the most significant type and number of ACO Contract Modifications. This information will enable us to focus on the most frequent modifications as we implement the paperless contracting initiative.

Information Required:

- The number of contract modifications issued by ACOs during October and November 1997, stratified by the nine major reasons for issuance listed below:
 - to extend delivery schedules,
 - to amend shipping instructions,
 - to increase or decrease the amount of funds obligated,
 - for provisioned items orders (PIOs) (to place, revise, definitize, etc.),
 - for over and above work requests (to authorize, modify, definitize, etc.),
 - for purposes other than those specifically identified above, pursuant to the "Changes" clauses (including associated supplemental agreements to provide equitable adjustments),
 - for other UCAs (don't include those for PIOs or change orders in this category),
 - for other administrative purposes (e.g., change addresses, etc.), and
 - Other.
- The Districts will collect and forward the information to the Headquarters' point of contact identified below by COB Friday, December 19, 1997.



Headquarters Point of Contact:

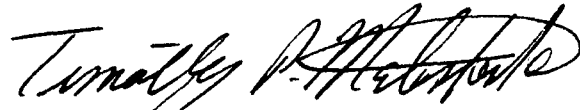
- William Lonstein
- Contractor Capability and Proposal Analysis Team
- Phone: (703) 767-3383
- Fax: (703) 767-2379
- E-Mail: william_lonstein@hq.dla.mil

DCMD-E Point of Contact:

- Ms. Joyce Blais, DCMDE-OTBC
- Phone: (617) 753-3398
- Fax: (617) 753-4257
- E-Mail: jblais@dcrb.dla.mil

DCMD-W Point of Contact:

- Larry Andrews, DCMDW-OTB
- Phone: (310) 335-4232
- Fax: (310) 335-4267
- E-Mail: larry_andrews@link.dcmcw.dla.mil



TIMOTHY P. MALISHENKO
Brigadier General, USAF
Commander

Attachment:

Contract Administration Offices Selected to Participate

List of Participating Contract Administration Offices

The following offices were randomly selected to participate in this survey.

DCMDE

DCMC Northrop Grumman Melbourne

DCMC Indianapolis

DCMC Syracuse

DCMC Lockheed Martin Marietta

DCMC Pratt & Whitney West Palm Beach

DCMDW

DCMC Denver

DCMC Twin Cities

DCMC Boeing St. Louis

DCMC McDonnell Douglas Long Beach

DCMC Dallas

DCMDI

None